

CHAPTER 4 MAT TENANT SYSTEM RECORD FORMATS AND DEFINITIONS

MATHR Transmission Header Record

(The MAT Tenant and Voucher Systems share this record format.)

MAT Field	Note	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
1	M	Record Identifier	1	5	Alphanumeric	Value must equal "MATHR".
2	M	Release/Version Number	6	7	Alphanumeric	Value must equal "2.0.1.A" TRACS Release = 2.0.1. TRACS Version = A Note: Special Edits are active for 2.0.1.A
3	M	Record Number	13	5	Numeric	A sequential number beginning at 00001 and incremented by 1 for each record in this transmission. The record number for this record, MATHR, will always be 1 since this record is always the first record in each transmission.
4	M	Date Stamp	18	8	Date	Format: MMDDYYYY This is a system date stamp inserted by the sending software which represents the date this file was created. No dashes or spaces should be used in this field.
5	M	Time Stamp	26	6	Time	Format: HHMMSS This is a system time stamp inserted by the sending software which represents the time this file was created. No colons should be used in this field.
6		Sender-Defined Data	32	9	Alphanumeric	Reserved for sender use. This field may contain any value the sender wishes to use. Its purpose is to provide a way for the sender to track their transmissions or to specify their own software releases, or for any other purpose. This data will be returned as a field in the HUD transmission acknowledgment.
7	M	Sender Name	41	15	Alphanumeric	Sender's name
8		Sender Street Address	56	20	Alphanumeric	Sender's address.

MATHR Transmission Header Record

(The MAT Tenant and Voucher Systems share this record format.)

MAT Field	Note	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
9	M	Sender City Name	76	15	Alphanumeric	Sender's city.
10		Sender State	91	2	Alphanumeric	Sender's state.
11		Sender Zip Code	93	5	Alphanumeric	Sender's zip code.
12		Number MAT10	98	5	Numeric	The number of MAT10 section 1 records in this transmission. (Do not count the section records 2, 3, 4, 5, or 6).
13		Number MAT15	103	5	Numeric	Number of MAT15 records in this transmission.
14	F	Number MAT20	108	5	Numeric	Value must equal zero.
15		Number MAT30	113	5	Numeric	Value must equal zero, for Tenant submissions.
16		Number MAT31	118	5	Numeric	Value must equal zero.
17	F	Number MAT35	123	5	Numeric	Value must equal zero.
18		Number MAT40	128	5	Numeric	Number of MAT40 records in this transmission.
19		Number MAT65	133	5	Numeric	Number of MAT65 records in this transmission.
20		Number MAT70	138	5	Numeric	Number of MAT70 records in this transmission.
21	F	Number MAT71	143	5	Numeric	Value must equal zero.
22	F	Number MAT72	148	5	Numeric	Value must equal zero.
23	M	Total Records Sent	153	6	Numeric	The total number of physical records sent in this transmission including this header record and the MATND record. A physical record is each MATXX record, and each section record for those MATXX records which have section records.
24	M	Mailbox ID	159	20	Alphanumeric	The project's telecommunications mailbox identifier. Positions 1-10 must contain "TRACSnnnnn" where nnnnn is a number. Positions 11-20 must be blank.

M=Mandatory field; has a value not equal to spaces or zeros

MOC=Mandatory on condition(s)

F=Future field; if not valued, send appropriate fill characters

MAT 10 Section 1: HUD Form 50059 Header Record

(There is always a single header record for each 50059.)

MAT Field	Note	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
1	M	Record Identifier	1	5	Alphanumeric	Value must equal "MAT10".
2	M	Release/Version Number	6	7	Alphanumeric	Value must equal "2.0.1.A". TRACS Release = 2.0.1. TRACS Version = A Note: Special Edits are active for 2.0.1.A
3	M	Record Number	13	5	Numeric	A sequential number which began at 00001 for the first record in this transmission and is incremented by 1 for each subsequent record in this transmission.
4	M	Section Indicator	18	1	Numeric	Value must equal "1"
5	M	Number of Basic Records	19	4	Numeric	Value must equal "0001"
6	M	Number of Family Records	23	4	Numeric	The number of MAT10, Section 3 records (one record for each family member in this household).
7	MOC	Number of Income Records	27	4	Numeric	The number of MAT10, Section 4 records (one for each income) in this household.
8	MOC	Number of Asset Records	31	4	Numeric	The number of MAT10, Section 5 records (one for each asset) in this household.
9		Number of Worksheet Records	35	4	Numeric	Discontinued in Release/Version 2.0.1.A.

M=Mandatory field; has a value not equal to spaces or zeros

MOC=Mandatory on condition(s)

F=Future field; if not valued, send appropriate fill characters

MAT10 Section 2: Basic Record

(There is always a single basic record for each 50059.)

MAT Field	Note	50059 Item	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
1	M		Section Indicator	1	1	Numeric	Value must equal "2".
2	M		Record Number	2	5	Numeric	A sequential number which began at 00001 for the first record in this transmission and is incremented by 1 for each subsequent record.
3			Tenant Number	7	10	Alphanumeric	This field is for Industry use. TRACS will return this field to the sender with error messages. Left justify, space fill. A number assigned by a PHA or owner to uniquely identify a tenant household.
4			Previous Head ID	17	9	Alphanumeric	If this is a first time submission of this certified household to the TRACS automated system, space fill this field. If this is not a first time submission to TRACS for this household, code a value only if the head of household identifiers have changed. This value should be the SSN/TRACS ID, identifying the previous head of household.
5			Previous Effective Date	26	8	Date	MMDDYYYY. If this is a first time submission of this certified household to TRACS, space fill this field. For subsequent submissions to TRACS, code the value only if the head of household identifier has changed. In that case use the effective date from the previous transmission for this household.
6			Previous Head Last Name	34	20	Alphanumeric	If this is a first time submission of this certified household to TRACS, space fill this field. For subsequent submissions to TRACS, code a value only if the household head has changed.
7			Previous Head First Name	54	20	Alphanumeric	If this is a first time submission of this certified household to TRACS, space fill this field. For subsequent submissions to TRACS, code a value only if the household head has changed.
8			Previous Head Middle Initial Name	74	1	Alphanumeric	If this is a first time submission of this certified household to TRACS, space fill this field. For subsequent submissions to TRACS, code a value only if the household head has changed.
9			Previous Head Birth Date	75	8	Date	If this is a first time submission of this certified household to TRACS, space fill this field. For subsequent submissions to TRACS, code a value only if the household head has changed.

MAT10 Section 2: Basic Record

(There is always a single basic record for each 50059.)

MAT Field	Note	50059 Item	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
10	F		FIPS County Code	83	3	Alphanumeric	The Federal Information Processing Standards code designating the county in which the project is located.
11	M	1	Effective Date	86	8	Date	MMDDYYYY
12	M	2	Project Move-In Date	94	8	Date	MMDDYYYY
13		3	Project Name	102	35	Alphanumeric	
14	MOC	4	Project Number	137	8	Alphanumeric	Mandatory, if applicable. Required for: Rent Supplement, RAP, Section 236, BMIR, Section 202 PRAC, Section 811 PRAC, Section 202/162 PAC. Optional for: Section 8. If project is FmHA 515/8 enter "0000FMHA". The project number submitted must match the project number HUD used when recording the project in TRACS.
15	MOC	5	Contract Number	145	11	Alphanumeric	Mandatory, if applicable. Required for: Section 8, Section 202 PRAC, Section 811 PRAC, Section 202/162 PAC. Not accepted for: Rent Supplement, RAP, Section 236, BMIR. The contract number submitted must match the contract number HUD used when recording the contract in TRACS.
16	M	6a	Certification Type	156	1	Alphanumeric	Valid Codes: 1. - Move In 2. - Converted From 3. - Initial Certification 4. - Annual Recertification 5. - Interim Recertification

MAT10 Section 2: Basic Record

(There is always a single basic record for each 50059.)

MAT Field	Note	50059 Item	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
17	MOC	6a2	Converted From Program Type	157	1	Alphanumeric	Mandatory, if 50059 Item 6a = "2". Values are: R = RAP S = Rent Supplement
18		6b	Action Processed Code	158	1	Alphanumeric	The only valid code is "1" (correction to a prior 50059). Submit a MAT70 record for a unit transfer and/or gross rent change. Rent rebate is not supported by TRACS.
19	M	7a	Subsidy Type	159	1	Alphanumeric	Valid Codes: 1 - Section 8 2 - Rent Supplement 3 - RAP 4 - Section 236 5 - BMIR 7 - Section 202 PRAC 8 - Section 811 PRAC 9 - Section 202/162
20		7b	Subsidy Change Indicator	160	1	Alphanumeric	"Y" or "N"
21		8a	Conversion Date Code	161	1	Alphanumeric	Applies only to tenants converted from Rent Supplement or RAP and are now receiving Section 8. Values are: 1 = Converted before 10/01/81 2 = Converted between 10/01/81 and 9/30/84 3 = Converted on or after 10/01/84
22		8b	Age 62 At Conversion Indicator	162	1	Alphanumeric	Applies only to tenants converted from Rent supplement or RAP and are now receiving Section 8. Values are: Y = Head or spouse 62 on date of conversion N = Neither head nor spouse was 62

MAT10 Section 2: Basic Record

(There is always a single basic record for each 50059.)

MAT Field	Note	50059 Item	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
23		8c	Continuous Section 8 Indicator	163	1	Alphanumeric	Applies only to tenants converted from Rent Supplement or RAP and are now receiving Section 8. Values are: Y = Received Section 8 continuously since conversion N = Have not received Section 8 continuously since conversion
24		9a	Race	164	1	Alphanumeric	Valid Race Codes: 1 = White 2 = Black 3 = American Indian/Native American 4 = Asian/Pacific Islander
25		9b	Ethnicity	165	1	Alphanumeric	Valid Ethnicity Codes: 1 = Hispanic 2 = Non-Hispanic
26		10	Previous Housing Code	166	1	Alphanumeric	Valid Previous Housing Codes: 1 = Substandard 2 = Without or about to be Without Housing 3 = Standard 4 = Conventional Public Housing (Owned by a Public Housing Agency)
27		11	Displacement Status Code	167	1	Alphanumeric	Valid Displacement Status Codes: 1 = Government Action 2 = Natural Disaster 3 = Private Action 4 = Not Displaced
28		12	Filler	168	3	Alphanumeric	Federal Preference code has been discontinued.
29		24a	# of Family Members	171	2	Numeric	
30		24b	# of Foster Live-ins	173	2	Numeric	

MAT10 Section 2: Basic Record

(There is always a single basic record for each 50059.)

MAT Field	Note	50059 Item	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
31		25	# of Dependents	175	2	Numeric	
32		26ct	Total Assets	177	6	Numeric	
33		26dt	Total Income from Assets	183	5	Numeric	
34		27r	Reported Passbook Rate Percent	188	4	Numeric	4 decimal positions implied - for example, the handbook passbook rate of 5.5% would be entered as 0550. Enter 0000 if not applicable.
35		27	Imputed Income from Assets	192	5	Numeric	
36		28f1	Total Employment Income	197	6	Numeric	Includes the sum of family incomes with income codes: B = Business F = Federal Wage M = Military Wage W = Non-Federal Wage
37		28f2	Total Pension Income	203	6	Numeric	Includes the sum of family incomes with income codes: PE = Pensions SI = Supplemental Security Income SS = Social Security
38		28f3	Total Public Assistance Income	209	6	Numeric	Includes the sum of family incomes with income codes: A = AFDC G = General Assistance
39		28f4	Total Other Income	215	6	Numeric	Includes the sum of family incomes with income codes: CS = Child Support I = Indian Trust N = Other Non-Wage Source U = Unemployment
40		29	Non-Asset Income	221	5	Numeric	
41		30	Asset Income	226	5	Numeric	

MAT10 Section 2: Basic Record

(There is always a single basic record for each 50059.)

MAT Field	Note	50059 Item	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
42		31	Annual Income Amount	231	5	Numeric	
43		32a	Low Income Limit Amount	236	5	Numeric	
44		32b	Very Low Income Limit Amount	241	5	Numeric	Zeros if not applicable. Required for: Section 8, Section 202 PRAC, Section 811 PRAC.
45		33	Eligibility Universe Code	246	1	Alphanumeric	“1” = Pre-1981 “2” = Post-1981 Space = Not Section 8
46		34	Current Income Status Code	247	1	Alphanumeric	“1” = Lower “2” = Very Low Space = Not Section 8
47		35a	Section 8 Assistance 1984 Indicator	248	1	Alphanumeric	“Y” = Yes, “N” = No Complete only if 50059 ITEM# 33 is “Post-1981” AND 50059 ITEM# 34 is “Lower”; otherwise space fill.
48		35b	Income Exception Code	249	3	Alphanumeric	
49		36	Dependent Allowance	252	5	Numeric	
50		50059e A-6 or A-10	Market Rent	257	5	Numeric	Required for Section 236 as the primary or secondary subsidy. Zero fill if not applicable.
51		38	3% of Income	262	5	Numeric	
52		39a	Handicap Expense	267	5	Numeric	
53		39b	Handicap Allowance	272	5	Numeric	

MAT10 Section 2: Basic Record

(There is always a single basic record for each 50059.)

MAT Field	Note	50059 Item	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
54		40a	Medical Expense	277	5	Numeric	
55		40b	Medical Allowance	282	5	Numeric	
56		41	Elderly Allowance	287	5	Numeric	
57		42	Total Allowance	292	6	Numeric	
58		43	Adjusted Income Amount	298	5	Numeric	
59		44	Contract Rent Amount	303	4	Numeric	This value <u>cannot</u> be zero.
60		45	Utility Allowance Amount	307	4	Numeric	Zero if not applicable.
61		46	Gross Rent	311	4	Numeric	This value <u>cannot</u> be zero.
62		47	Welfare Rent	315	4	Numeric	Zero if not applicable.
63		48	HCDA %	319	2	Numeric	Value = 30 or 00.
64		49	Worksheet Code	321	1	Alphanumeric	Valid Worksheet Code values are: D, E, F or G.
65		50	Total Tenant Payment	322	4	Numeric	Zero if not applicable.
66		51	Tenant Rent	326	4	Numeric	
67		52	Utility Reimbursement	330	4	Numeric	Zero if not applicable.
68		53	Assistance Payment Amount	334	4	Alphanumeric	Zeros if not applicable. Positive 4 digits or negative 3 digits with minus sign in the left-most position of the field. A negative assistance payment amount is only appropriate for a PRAC unit.
69		54	% Actually Charged	338	5	Numeric	2 decimal positions implied - for example, code 1200 for 120% and code 03050 for 30.5% Enter 00000 if this is not applicable.

MAT10 Section 2: Basic Record

(There is always a single basic record for each 50059.)

MAT Field	Note	50059 Item	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
70		55	HURRA Rent Increase Indicator	343	1	Alphanumeric	“Y” = Yes “N” = No
71		56	Next Recertification Date	344	8	Date	MMDDYYYY. NextRecertification cannot be more than one year after the Effective Date.
72		57	Bedroom Count	352	2	Numeric	
73	F	58	Building ID	354	19	Alphanumeric	
74	M	59	Unit Number	373	10	Alphanumeric	If the Unit Number is used once within the project then enter the unit number. If the Unit Number is used more than once within the project add a unique identifier-for example, alpha character or dash with number. Do not use the street address.
75	F		Security Deposit	383	5	Numeric	The security deposit is only for Section 8 tenants. Established at move-in, the amount is equal to one month's Total Tenant Payment or \$50, whichever is greater.
76	F		Previous Subsidy Type	388	1	Alphanumeric	The subsidy the tenant is now receiving. The code definitions are the same as 50059 item 7a as defined in the HUD 4350.3 Handbook.
77	F		Region Code	389	2	Alphanumeric	The 2 character code for theArea associated with this certified household.
78	F		Field Office Code	391	2	Alphanumeric	The 2 character code for the Field Office associated with this certified household.
79			Tenant Signed Date	393	8	Date	The date the tenant signed Part VIII of the 50059 form for this certification.
80	M		Owner Signed Date	401	8	Date	The date the owner signed Part VIII of the 50059 form for this certification.

MAT10 Section 2: Basic Record

(There is always a single basic record for each 50059.)

MAT Field	Note	50059 Item	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
81	MOC		Household Assistance Status Code	409	1	Alphanumeric	Required by TRACS for tenants with a Project Move-In Date on or after 6/19/95. Also required for all in-place tenants no later than 6/19/96. If not submitted when required, TRACS will generate a discrepancy message. Valid values are: N = Subsidy Type is not subject to the Non-Citizen Rule. F = Full Assistance while the verification of eligibility is pending. A family is in this status if any member is awaiting verification of eligibility. E = All members of the family are eligible under the Non-Citizen Rule. The family receives full assistance. C = Continued Assistance. The mixed family, resident on/before June 19, 1995, qualifies for continuation of full assistance under the Non-Citizen Rule. P = Prorated Assistance. The family qualifies for and receives Prorated Assistance under the Non-Citizen Rule. T = Temporary Deferral of Termination. The family is not eligible for assistance under the Non-Citizen Rule, or the family qualifies for Prorated Assistance and elects Temporary Deferral of Termination status.
82	F		Type Expected Family Addition	410	1	Alphanumeric	The type of expected family addition. Valid codes are: “A” = Adoption, “P” = Pregnancy, “F” = Foster Children
83	F		Count Expected Family Addition	411	2	Numeric	The number of expected family additions.
84		42a	Child Care Expense A	413	5	Numeric	Expenses that enable a family member to work.
85		42b	Child Care Expense B	418	5	Numeric	Expenses that enable a family member to look for work or to attend school.
86	M	52670 10.1	Voucher Date	423	6	Numeric MMYYYY	The month and year of the voucher in which the transaction affects a monthly subsidy voucher or payment. In the case of a 236 or BMIR, use the month for which the transaction was submitted
87			Filler	429	8	Alphanumeric	

MAT10 Section 2: Basic Record

(There is always a single basic record for each 50059.)

MAT Field	Note	50059 Item	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
88			Secondary Subsidy Type	437	1	Alphanumeric	Valid values are: S = This prorated tenant benefits from Section 8, RAP or Rent Supplement AND Section 236. Space = The prorated tenant does not benefit from Section 236 in addition to Section 8, RAP or Rent Supplement. Note: Space = Blank
89			Survivor Indicator	438	1	Alphanumeric	Indicates that the current head of household does not meet the special conditions to qualify for the unit, but does qualify as the survivor of person who originally met the special requirements. Valid values: “Y” = Yes
90	F		Waiver Type Code	439	4	Alphanumeric	
91	F		Move Into Unit Code	443	8	Date	The date the family moved into the unit. Code only if different from Project Move In Date, 50059 Item#2.
92	F		Other Preference Code	451	3	Alphanumeric	Preference codes (excluding Federal Preference Codes) indicate local preference codes (if applicable).
93			Baseline Certification Indicator	454	1	Alphabetic	This indicator is valued with “Y” when establishing a family in TRACS with other than a Move In or Initial Certification.
94			Plan of Action Indicator	455	1	Alphanumeric	This indicator is valued with “2” or “6” if the project is either Title II or Title VI. This indicator will be used to modify the Section 8 edit to accept Plan of Action computations. This indicator is valued with: 2 = if the project is under Plan of Action Title II. 6 = if the project is under Plan of Action Title VI
95			HUD-Owned Indicator	456	1	Alphabetic	This indicator is valued with “Y” if the project is HUD-owned. This indicator will permit HUD-Owned projects to submit certifications to TRACS.

MAT10 Section 2: Basic Record

(There is always a single basic record for each 50059.)

MAT Field	Note	50059 Item	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
96			Unit Transfer Code	457	1	Alphanumeric	The values are: Y = is the value if the certification includes a unit transfer for this tenant
97	MOC		Previous Unit Number	458	10	Alphanumeric	The previous unit number is required if therecertification includes a unit transfer.
98	MOC		Previous Project Number	468	8	Alphanumeric	Previous Project Number is required if therecertification includes a unit transfer, and the subsidy type requires a project number.
99	MOC		Previous Contract Number	476	11	Alphanumeric	Previous Contract Number is required if therecertification includes a unit transfer, and the subsidy type requires a contract number.

M=Mandatory field; has a value not equal to spaces or zeros

MOC=Mandatory on condition(s)

F=Future field; if not valued, send appropriate fill characters

MAT10 Section 3: Family Record

(There is a record in this section for each family member recorded on the 50059.)

MAT Field	Note	50059 Item	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
1	M		Section Indicator	1	1	Numeric	Value must equal "3".
2	M		Record Number	2	5	Numeric	A sequential number which began at 00001 for the first record in this transmission and incremented by 1 for each subsequent record in this transmission.
3	M	13	Member Number	7	2	Alphanumeric	Numerics except "00" are valid, right justify zero fill. The head of household must have a member number of "01". Also, field #7, Relationship Code, must be coded "H". No other family records for the household may contain these codes.
4	M	14a	Last Name	9	20	Alphanumeric	
5	M	14b	First Name	29	20	Alphanumeric	
6		14c	Middle Initial Name	49	1	Alphanumeric	
7	M	15	Relationship Code	50	1	Alphanumeric	The head of household must have a relationship code of "H". See definition for member number, field #3, for additional qualification of head of household or refer to the HUD 4350.3 Handbook. Valid Relationship Codes are: H = Head of household S = Spouse *A = Adult Co-tenant (Superseded by "K") K = Co-Head of household (Replaces "A" above) *C = Child (Superseded by "D") D = Dependent (Replaces "C" above) O = Other adult family member whose income is counted in annual income F = Foster child(ren) L = Others living in the unit who are not members of the family *N = None of the above (Discontinued Relationship Code)

MAT10 Section 3: Family Record

(There is a record in this section for each family member recorded on the 50059.)

MAT Field	Note	50059 Item	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
8		16	Sex Code	51	1	Alphanumeric	Valid Sex Codes: F = Female M = Male
9	M	17	Birth Date	52	8	Date	MMDDYYYY.
10		19	Special Status Code	60	4	Alphanumeric	Enter all codes that apply. E = Elderly Head, Spouse or Co-Head *F = Full-time student (Superseded by "S") S = Full-time student (Replaces "F" for Full-time student) H = Family member who is handicapped/disabled J = Dependent whose custody is jointly shared by more than one family
11	M	20	Identification Code	64	9	Alphanumeric	Code 999999999 if no SSN/TRACS ID. Do not enter the TRACS-generated T Number if the name has changed from the last recertification for this family. A new T Number will be generated. NOTE: This is the Family Member's SSN/TRACS ID; it is not the SSN Benefit Claim Number.
12	MOC	21	Member Eligibility Code	73	2	Alphanumeric	Required by TRACS for tenants with a Project Move-In Date on or after 6/19/95 and a Household Assistance Status Code other than "N". It is also required for all in-place tenants to whom it applies no later than 6/19/96. If not submitted when required TRACS will generate a discrepancy message. Valid Values: EC = Member is an Eligible Citizen. EN = Member is an Eligible Non-Citizen. IC = Ineligible Child of a Head of Household or Spouse. IN = Member is an Ineligible Non-Citizen. IP = Ineligible Parent of a Head of Household or Spouse. PV = Member's eligibility status is Pending Verification. XX = Persons who are not counted under the Non-Citizen Rule (foster children; live-in attendants; persons with a relationship code of "N").

MAT10 Section 3: Family Record

(There is a record in this section for each family member recorded on the 50059.)

MAT Field	Note	50059 Item	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
13			Alien Registration Number	75	10	Alphanumeric	
13a			Filler	85	5	Alphanumeric	
14	F	23	Occupation Description	90	10	Alphanumeric	
15		28a	Able To Work Care Code	100	2	Alphanumeric	Assistance provided so a household member can work. Valid codes are: “C” = Child Care “H” = Handicapped “CH” = Both
16	F		Care Received Care Code	102	2	Alphanumeric	

M=Mandatory field; has a value not equal to spaces or zeros

MOC=Mandatory on condition(s)

F=Future field; if not valued, send appropriate fill characters

MAT10 Section 4: Income Record

(There is a record in this section for each member's occurrence of each type of income.)

MAT Field	Note	50059 Item	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
1	M		Section Indicator	1	1	Numeric	Value must equal "4".
2	M		Record Number	2	5	Numeric	A sequential number which began at 00001 for the first record in this transmission and is incremented by 1 for each subsequent record in this transmission.
3	M	13	Member Number	7	2	Alphanumeric	Numerics except zero (00) are valid, right justify zero fill. The member number in the income record must be the same as the Member Number in the MAT10 Section 3: Family Record for the family member associated with the income record.
4	M		Code	9	4	Alphanumeric	Income Type Code Maintenance descriptions: B = Business F = Federal Wage M = Military Wage W = Non-Federal Wage PE = Pensions SI = Supplemental Security Income (both personnel benefit and state supplements administered by SSA) SS = Social Security (both personal and dual entitlements) A = AFDC G = General Assistance CS = Child Support I = Indian Trust N = Other Non Wage Source U = Unemployment
5	M	28bcde	Amount	13	5	Numeric	
6	F		New Household Member Income Indicator	18	1	Alphanumeric	A new income producing member to this household who was not on a previous 50059 or who was not producing income on the previous 50059. Valid values are: "Y" = New income member "N" = Not a new income member

MAT10 Section 4: Income Record

(There is a record in this section for each member's occurrence of each type of income.)

MAT Field	Note	50059 Item	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
							Space = not applicable
7	F		Newly Employed Income Indicator	19	1	Alphanumeric	A member of a household who was unemployed on previous 50059 but is now employed on this 50059. “Y” = Newly employed “N” = Still unemployed, space = not applicable
8	F		Filler	20	9	Alphanumeric	

M=Mandatory field; has a value not equal to spaces or zeros

MOC=Mandatory on condition(s)

F=Future field; if not valued, send appropriate fill characters

MAT10 Section 5: Asset Record

(There is a record in this section for each asset recorded on the 50059.)

MAT Field	Note	50059 Item	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
1	M		Section Indicator	1	1	Numeric	Value must equal "5".
2	M		Record Number	2	5	Numeric	A sequential number which began at 00001 for the first record in this transmission and is incremented by 1 for each subsequent record in this transmission.
3		26a	Description	7	20	Alphanumeric	
4	M	26b	Status	27	1	Alphanumeric	C = Current; I = Imputed.
5	M	26c	Cash Value Amount	28	6	Numeric	
6	M	26d	Actual Yearly Income Amount	34	5	Numeric	

M=Mandatory field; has a value not equal to spaces or zeros

MOC=Mandatory on condition(s)

F=Future field; if not valued, send appropriate fill characters

MAT10 Section 6: Worksheet Record

(Discontinued with Release 2.0.1.A)

MAT Field	Note	Work Sheet	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
1	M		Section Indicator	1	1	Numeric	Value must equal "6".
2	M		Record Number	2	5	Numeric	A sequential number which began at 00001 for the first record in this transmission and is incremented by 1 for each subsequent record in this transmission.
3			Section 8 Move-In Code	7	1	Alphanumeric	Code indicating the Section 8 subsidy status at the time the tenant moved into the project. Valid values are: "A" Was not receiving Section 8 at Move-In "B" Was receiving Section 8 at Move-In "C" Began receiving section 8 when tenant moved into the project.
4		dfg	Last Annual Worksheet Form Code	8	1	Alphanumeric	Worksheet form used with last annual recertification HUD-50059. Valid values are: d,f,g depending on the worksheet used.
5		dfg	Last Annual Worksheet Form Date	9	8	Date	Date of the form used with last annual recertification 50059 - generally found in parenthesis following the form code. MMDDYYYY. (Default day to 01 if form has no day; zero fill if form has no date.)
6		dfg	Last Annual HURRA Affect Indicator	17	1	Alphanumeric	On the last annual recertification, family affected by the rent increase limitation (1982 HURRA Rent Limitations affect the Tenant's rent). Valid values are: "Y" = yes "N" = no.
7		dfg	Excess Tax Credit Amount	18	5	Numeric	Since excess tax credits are no longer included in income, this field should be zero-filled.
8		d	Non-EHD-Expected Medical Expense	23	1	Alphanumeric	The Household expects to incur medical expenses and neither the Head or Spouse will be 62 or older, handicapped, or disabled on the date this HUD-50059 is effective. Valid values are: "Y" = yes "N" = no.
9		dfg	Last Adj. Income Charged Percent	24	5	Numeric	Percentage of adjusted income charged on last worksheet rounded to 2 decimal places. 2 decimal positions implied.

MAT10 Section 6: Worksheet Record

(Discontinued with Release 2.0.1.A)

MAT Field	Note	Work Sheet	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
10		e	Basic Rent Amount	29	5	Numeric	Amount of the basic rent. This is required under the 236 program.
11		e	Market Rent	34	5	Numeric	Amount of Market Rent from the rent schedule. This is required under the 236 program. Market Rent is the only required field for Section 236 submissions using Worksheet E. The other fields that are defined as numeric must be zero-filled to be accepted by the MAT edit.
12		dg	Annual Income 1984 Amount	39	5	Numeric	
13		dg	Annual Income 1984 Effective Date	44	8	Date	Effective date of the HUD-50059 current on 10/01/84. MMDDYYYY.
14			HUD Owned Rule Indicator	52	1	Alphanumeric	Indication as to whether the tenant is now paying a rent based upon the HUD-owned (290) rules and will begin to receive Section 8. Values are: “Y” = yes “N” = no
15		dfg	Last Worksheet Form Code	53	1	Alphanumeric	Worksheet used to prepare the last (interim, correction, change) Certification (HUD-50059). Values are: d,f,g,
16		dg	Last Worksheet Form Date	54	8	Date	Date of the worksheet form- generally found following the form number in parenthesis. MMDDYYYY. (Default day to 01 if form has no day.)
17		dg	Last Worksheet HURRA Affect Indicator	62	1	Alphanumeric	The last worksheet determined the family was affected by the rent increase limitation (1983 HURRA Rent Limitations affect the tenant’s rent). Values are: “Y” = yes “N” = no
18	F		Continuous RAP Indicator	63	1	Alphanumeric	Indicates whether the tenant has received RAP continuously since 9/30/84. Valid values are: “Y” = yes “N” = no Spaces are valid.

MAT10 Section 6: Worksheet Record

(Discontinued with Release 2.0.1.A)

MAT Field	Note	Work Sheet	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
19	F		Form K History Indicator	64	1	Alphanumeric	Indication whether Form 50059K has ever been used (worksheet for previously HUD-Owned projects). Valid values are: “Y” = yes “N” = no Spaces are valid.
20	F		Sale of HUD Project Code	65	1	Alphanumeric	Indicates that the sale of a HUD owned project caused a change in subsidy. Valid values are: “A” = Tenant will now receive Section 8 because of the sale. “B” = Tenant received Section 8 as the result of the sale on or after 7/1/84.

M=Mandatory field; has a value not equal to spaces or zeros

MOC=Mandatory on condition(s)

F=Future field; if not valued, send appropriate fill characters

NOTE: The worksheet record is a compilation of fields from all worksheets needed to calculate the 50059 fields. Many fields on the worksheets can be derived so it is not necessary to include those fields in the worksheet record. For example, monthly income is annual income (#31) divided by 12. Only fill in the fields for the worksheet record that are appropriate for the family the worksheet record is for. Fields 17, 18, and 19 should be marked either “Y” or “N” for all worksheets.

MAT15 Address Record

MAT Field	Note	Field Name	Start Position	Field Length	Field type	Definitions and Edits
1	M	Record Identifier	1	5	Alphanumeric	Value must equal "MAT15"
2	M	Release/ Version Number	6	7	Alphanumeric	Value must equal "2.0.1.A" TRACS Release = 2.0.1 TRACS Version = A Note: Special Edits are active for 2.0.1.A
3	M	Record Number	13	5	Numeric	A sequential number which began at 00001 for the first record in this transmission and is incremented by 1 for each subsequent record in this transmission.
4	MOC	Head Of Household ID Code	18	9	Alphanumeric	<ul style="list-style-type: none"> The SSN/TRACS ID of the Head of Household. Enter 999999999 if the head of household is present but has no SSN/TRACS ID. Head of Household Id Code is required if the unit is occupied and assisted. If the unit is unoccupied or unassisted at the time of the Unit Address Load, the Head of Household Id Code is not required. When the head of the household occupying the unit has no SSN or T-ID, the name and birth date will be required and the Head of Household Id Code field is to be 9-filled. Head of Household Id Code is required for a tenant mailing address MAT15.
5	MOC	Head Last Name	27	20	Alphanumeric	Required if the unit is occupied, but the head of household has no SSN and the OA does not have the tenant's "T-id". Not required for unoccupied or unassisted units.
6	MOC	Head First Name	47	20	Alphanumeric	Required if the unit is occupied, but the head of household has no SSN and the OA does not have the tenant's "T-id". Not required for unoccupied or unassisted units.
7	MOC	Head Middle Initial	67	1	Alphanumeric	Required if the unit is occupied, but the head of household has no SSN and the OA does not have the tenant's "T-id". Not required for unoccupied or unassisted units. Blanks are accepted in this field.
8	MOC	Head Birth Date	68	8	Date	MMDDYYYY. Required if the unit is occupied, but the head of household has no SSN and the OA does not have the tenant's "T-id". Not required for unoccupied or unassisted units.

MAT15 Address Record

MAT Field	Note	Field Name	Start Position	Field Length	Field type	Definitions and Edits
9	MOC	Project Number	76	8	Alphanumeric	Project number is required for the following subsidy types: <ul style="list-style-type: none"> Section 8 associated with HUD approved project numbers Rent Supplement RAP Section 236 BMIR Section 202 PRAC Section 811 PRAC Section 202/162 PAC
10	MOC	Contract Number	84	11	Alphanumeric	Contract Number is required for the following subsidy types: <ul style="list-style-type: none"> Section 8 Section 202 PRAC Section 811 PRAC Section 202/162 PAC
11	F	Building ID	95	19	Alphanumeric	
12	MOC	Unit Number	114	10	Alphanumeric	<ul style="list-style-type: none"> Unit Number is Mandatory for a MAT15 Unit Address Load transaction. It is not required for a Tenant Mailing Address. Unit Number is to be entered using a standard format for the project that meets the “unique within a project” requirement. This must be the same format used when “Unit Number” is entered in (re)certifications (MAT10), move-outs (MAT40) and unit transfers (MAT70).
13	MOC	Previous Unit Number	124	10	Alphanumeric	The Previous Unit Number is required only when the MAT15 is submitted to change the Unit Address. This field must be populated for unit address change transactions, using the previous Unit Number exactly as it was submitted to TRACS. The Previous Unit Number is required even if the Unit Number is not the address element being changed.

MAT15 Address Record

MAT Field	Note	Field Name	Start Position	Field Length	Field type	Definitions and Edits
14	MOC	Subsidy Type	134	1	Alphanumeric	Required for Address Load transactions. It is used by TRACS to condition the edit of the MAT15. Valid Codes are: 0 (zero) This is a restricted use subsidy type used to submit a unit address for an unassisted or unoccupied unit only. This subsidy type cannot be used with MAT15s submitted without a project number. A project number is required in MAT15s submitted for unassisted or unoccupied units. 1 = Section 8 2 = Rent Supplement 3 = RAP 4 = Section 236 5 = BMIR 7 = Section 202 PRAC 8 = Section 811 PRAC 9 = Section 202/162
15	M	Address Type	135	1	Alphanumeric	Identifies Unit or Mailing Address. A Head of Household ID Code is required for mailing addresses. Values are: “U” = Unit Address “M” = Mailing Address (if different from Unit Address)
16	M	Transaction Type	136	1	Numeric	Valid Transaction Type action by Owner / Agents are: 1 = Address Deletion 2 = Address Load 3 = Address Change
17	MOC	First Address Line	137	45	Alphanumeric	First Address Line is required for an Address Load or a Change. It should contain the unit number meeting the requirements for mail delivery by the USPS. For a tenant mailing address, the First Address Line can be used for a “care of” or “attention” name. First Address Line is not required for an Address Deletion.
18		Second Address Line	182	45	Alphanumeric	Second Address Line

MAT15 Address Record

MAT Field	Note	Field Name	Start Position	Field Length	Field type	Definitions and Edits
19		Third Address Line	227	45	Alphanumeric	Third Address Line
20	MOC	City Name	272	28	Alphanumeric	Required on an Address Load and an Address Change transaction.
21	MOC	State Code	300	2	Alphanumeric	Required on an Address Load and an Address Change transaction.
22	MOC	Zip - 5	302	5	Numeric	Required on an Address Load and an Address Change transaction. For codes see United States Postal Services Publication 65, available from local post office.
23		Zip - 4	307	4	Numeric	Must enter all zeros when no ZIP-4 is provided.

M=Mandatory field; has a value not equal to spaces or zeros

MOC=Mandatory on condition(s)

F=Future field; if not valued, send appropriate fill characters

MAT40 Move-Out Record

MAT Field	Note	Voucher Item	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
1	M		Record Identifier	1	5	Alphanumeric	Value must equal "MAT40".
2	M		Release/Version Number	6	7	Alphanumeric	Value must equal "2.0.1.A". TRACS Release = 2.0.1. TRACS Version = A Note: Special Edits are active for 2.0.1.A
3	M		Record Number	13	5	Numeric	A sequential number which began at 00001 for the first record in this transmission and is incremented by 1 for each subsequent record in this transmission.
4	M		Head of Household ID Code	18	9	Alphanumeric	The SSN/TRACS ID of the Head of Household. Enter 999999999 if the head of household has no SSN/TRACS ID.
5	MOC	1	Certification Effective Date	27	8	Date	The effective date representing the certification the move out is being processed against. MMDDYYYY. Required until notified otherwise.
6	MOC	14a	Head Last Name	35	20	Alphanumeric	Head of household last name. This field is required if Field 4, Head of Household ID code is 9-filled.
7	MOC	14b	Head First Name	55	20	Alphanumeric	Head of household first name. This field is required if Field 4, Head of Household ID code is 9-filled.
8	MOC	14c	Head Middle Initial Name	75	1	Alphanumeric	Head of household middle initial. This field is required if Field 4, Head of Household ID code is 9-filled. Blanks are accepted in this field.
9	MOC	17	Head Birth Date	76	8	Date	Head of household birth date. This field is required if Field 4, Head of Household ID code is 9-filled.
10	M	11a	Move Out Date	84	8	Date	MMDDYYYY. The date the tenant moved out of the project.
11	M	59	Unit Number	92	10	Alphanumeric	The unit from which the tenant moved. The unit number must exist in the TRACS address table and be associated with the tenant moving out; otherwise, a discrepancy message will be returned to the OA.
12	F	58	Building ID	102	19	Alphanumeric	The building from which the tenant moved.
13		11b	Move Out Code	121	3	Alphanumeric	Codes are:

MAT40 Move-Out Record

MAT Field	Note	Voucher Item	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
							1 = Owner initiated for nonpayment of rent. 2 = Owner initiated other than nonpayment of rent. 3 = Tenant initiated 4 = Death of sole family member O(alpha) = Legacy move-out code. (Phasing out)
14	M	10.1	Voucher Date	124	6	Numeric (MMYYYY)	The month and year in which the move-out affects a monthly subsidy voucher for payment.
15	MOC	1	Date of Death of Sole Member	130	8	Date	MMDDYYYY. The unit is to be vacated within 14-days of the date of death of the sole household member. TRACS will generate a discrepancy if the Move Out Date is greater than 14-days following the date of death.

M=Mandatory field; has a value not equal to spaces or zeros

MOC=Mandatory on condition(s)

F=Future field; if not valued, send appropriate fill characters

MAT65 Termination Record

MAT Field	Note	Voucher Item	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
1	M		Record Identifier	1	5	Alphanumeric	Value must equal "MAT65".
2	M		Release/Version Number	6	7	Alphanumeric	Value must equal "2.0.1.A". TRACS Release = 2.0.1. TRACS Version = A Note: Special Edits are active for 2.0.1.A
3	M		Record Number	13	5	Numeric	A sequential number which began at 00001 for the first record in this transmission and is incremented by 1 for each subsequent record in this transmission.
4	M		Head of Household ID Code	18	9	Alphanumeric	The SSN/TRACS ID of the Head of Household. Enter 999999999 if the head of household has no SSN/TRACS ID.
5	MOC		Certification Effective Date	27	8	Date	The effective date representing the certification the termination is being processed against. MMDDYYYY. Required until notified otherwise.
6	MOC	14a	Head Last Name	35	20	Alphanumeric	Head of household last name. They are required if Field 4, Head of Household ID is 9-filled.
7	MOC	14b	Head First Name	55	20	Alphanumeric	Head of household first name. They are required if Field 4, Head of Household ID is 9-filled.
8	MOC	14c	Head Middle Initial	75	1	Alphanumeric	Head of household middle initial. They are required if Field 4, Head of Household ID is 9-filled. Blanks are accepted in this field.
9	MOC	17	Head Birth Date	76	8	Date	Head of household birth date. They are required if Field 4, Head of Household ID is 9-filled.
10	M	14	Term Effective Date	84	8	Date	MMDDYYYY. The date this termination became or will become effective.

MAT65 Termination Record

MAT Field	Note	Voucher Item	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
11	M	13	Termination Code	92	3	Alphanumeric	Termination Code Descriptions: *TTP = TTP equals/exceeds gross rent (Superseded by "TI") TI = TTP equals/exceeds gross rent. (Replaces "TTP") TC = Did not provide citizenship/eligible alien documentation TR = Did not recertify on time. Tenant required to pay market rent. TF = Tenant refuses to transfer as agreed or submitted false data LR = Did not recertify on time. Temporarily paying market rent. CE = Subsidy contract expired or combined with a renewal contract EN = Contract terminated for enforcement action HQ = TRACS generated termination for failure to recertify on time
12			Description	95	80	Alphanumeric	Free form text.
13			Filler	175	8		
14	F	58	Building ID	183	19	Alphanumeric	The building from which the tenant moved.
15		59	Unit Number	202	10	Alphanumeric	Enter the unit number of unit occupied by the household whose assistance is being terminated.
16			Filler	212	3		
17	M	10.1	Voucher Date	215	6	Numeric MMYYYY	The month and year in which a termination affects a monthly subsidy voucher for payment.

M=Mandatory field; has a value not equal to spaces or zeros

MOC=Mandatory on condition(s)

F=Future field; if not valued, send appropriate fill characters

MAT70 Unit Transfer/Gross Rent Change Record

MAT Field	Note	Voucher Item	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
1	M		Record Identifier	1	5	Alphanumeric	Value must equal "MAT70".
2	M		Release/Version Number	6	7	Alphanumeric	Value must equal "2.0.1.A". TRACS Release = 2.0.1. TRACS Version = A Note: Special Edits are active for 2.0.1.A
3	M		Record Number	13	5	Numeric	A sequential number which began at 00001 for the first record in this transmission and is incremented by 1 for each subsequent record in this transmission.
4	M		Head Of Household ID Code	18	9	Alphanumeric	The SSN/TRACS ID of the Head of Household. Enter 999999999 if the head of household has no SSN/TRACS ID.
5	MOC		Certification Effective Date	27	8	Date	The effective date of the certification against which the MAT70 gross rent change or unit transfer is being processed. Required until notified otherwise.
6	MOC	14a	Head Last Name	35	20	Alphanumeric	Head of household last name. Required if Head of Household ID is 9-filled.
7	MOC	14b	Head First Name	55	20	Alphanumeric	Head of household first name. Required if Head of Household ID is 9-filled.
8	MOC	14c	Head Middle Initial	75	1	Alphanumeric	Head of household middle initial. Required if Head of Household ID is 9-filled. Blanks are accepted in this field.
9	MOC	17	Head Birth Date	76	8	Date	Head of household birth date. MMDDYYYY. Required if Head of Household ID is 9-filled.
10	M	1	Transaction Effective Date	84	8	Date	MMDDYYYY. The date this transaction (unit transfer and/or gross rent change) is effective.
11	M	59	New Unit Number	92	10	Alphanumeric	The unit into which the tenant is moving. (The unit number must be unique within a project.) Enter 9999999999 (all 9's) if this transaction is for a rent change only and there is no change in unit number.
12	F		Building ID	102	19	Alphanumeric	The building into which the tenant is moving.
13	F		Security Deposit	121	5	Numeric	The amount of security deposit for a Section 8 tenant to be collected on the unit the family is moving into. This value includes any amounts transferred from the previous unit. The security deposit is set at move in and is not changed. The amount is equal to one month's TTP or \$50, whichever is greater.

MAT70 Unit Transfer/Gross Rent Change Record

MAT Field	Note	Voucher Item	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
14	M	44	New Contract Rent Amount	126	4	Numeric	See definition under Basic Record as defined in the 50059 Handbook. Enter 9999 (all 9's) if this transaction is for a unit transfer only and there is no change in contract rent.
15		51	Tenant Rent	130	4	Numeric	See definition under Basic Record as defined in the 50059 Handbook. Submit prorated amount for prorated tenant.
16		50	Total Tenant Payment	134	4	Numeric	See definition under Basic Record as defined in the 50059 Handbook. Submit prorated amount for prorated tenant.
17		46	Gross Rent	138	4	Numeric	See definition under Basic Record as defined in the 50059 Handbook.
18		45	Utility Allowance Amount	142	4	Numeric	See definition under Basic Record as defined in the 50059 Handbook.
19		52	Utility Reimbursement	146	4	Numeric	See definition under Basic Record as defined in the 50059 Handbook. Submit prorated amount for prorated tenant.
20		53	Assistance Payment Amount	150	4	Numeric	Zeros if not applicable. Positive 4 digits or negative 3 digits with minus sign in the left-most position of the field. A negative assistance payment amount is only valid for a PRAC unit. Submit prorated amount for prorated tenant.
21		4	Current Project Number	154	8	Alphanumeric	The Project Number as it appears on the current MAT10 (50059).
22		5	Current Contract Number	162	11	Alphanumeric	The contract number as it appears on the current MAT10 (50059).
23	M	10.1	Voucher Date	173	6	Numeric (MMYYYY)	The month and year in which a unit transfer and or gross rent change affects a monthly subsidy voucher for payment.
24	MOC		Previous Unit Number	179	10	Alphanumeric	The Previous Unit Number is required if the MAT70 is a unit transfer. (New Unit Number is populated.)
25	MOC		Previous Project Number	189	8	Alphanumeric	The Previous Project Number is required if the MAT70 is a unit transfer (New Unit Number is populated), and the subsidy type of the affected certification requires a project number.
26	MOC		Previous Contract Number	197	11	Alphanumeric	The Previous Contract Number is required if the MAT70 is a unit transfer (New Unit Number is populated), and the subsidy type of the affected certification requires a contract number.

MAT70 Unit Transfer/Gross Rent Change Record

MAT Field	Note	Voucher Item	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
M=Mandatory field; has a value not equal to spaces or zeros			MOC=Mandatory on condition(s)			F=Future field; if not valued, send appropriate fill characters	

MATND End of Transmission Record

(The MAT Certification and Voucher Systems share this record.)

MAT Field	Note	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
1	M	Record Identifier	1	5	Alphanumeric	Value must equal "MATND".
2	M	Release/Version Number	6	7	Alphanumeric	Value must equal "2.0.1.A". TRACS Release = 2.0.1. TRACS Version = A Note: Special Edits are active for 2.0.1.A
3	M	Record Number	13	5	Numeric	A sequential number which began at 00001 for the first record in this transmission and is incremented by 1 for each subsequent record in this transmission.

M=Mandatory field; has a value not equal to spaces or zeros

MOC=Mandatory on condition(s)

F=Future field; if not valued, send appropriate fill characters

MATER Error Record

MAT Field	Note	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
1		Literal	1	27	Alphanumeric	Value "Processing Mailbox ID: @*@"
2		Mailbox ID	28	20	Alphanumeric	The sender's telecommunication mailbox identifier
3		Record Identifier	48	5	Alphanumeric	Value "MATER"
4		Release/Version Number	53	7	Alphanumeric	Value must equal "2.0.1.A". TRACS Release = 2.0.1. TRACS Version = A Note: Special Edits are active for 2.0.1.A
5		Record Number	60	5	Numeric	A sequential number beginning at 00001 for the first record in this transmission and incremented by 1 for each subsequent record in this transmission.
6		Original Date Stamp	65	8	Date	MMDDYYYY - The date stamp of the original transmission to which these error records apply.
7		Original Time Stamp	73	6	Time	HHMMSS - The time stamp of the original transmission to which these error records apply.
8		Tenant Number	79	10	Alphanumeric	If field #9 contains the value "MAT10", then this is the tenant number which was sent with the 50059 in error. The value is left justified and space filled.
9		Record Type Error	89	5	Alphanumeric	Contains the MAT record type in error such as "MAT10" for an error in a 50059.
10		Record Section Error	94	1	Alphanumeric	Contains the section in which the error occurred if this record type has sections, otherwise leave blank.
11		Record in Error Record Number	95	5	Numeric	Contains the sequential record number of the record in error.
12		Field Number in Error	100	4	Numeric	Contains the field number of the field within the record which has the error.
13		Field Contents in Error	104	50	Alphanumeric	Contains the field contents in error. Field contents are truncated after 50 characters. In some cases this field may contain a message instead of field contents. This message will be prefixed by "MSG"; for example, "MSG: MISSING HEAD OF HOUSEHOLD".

MATER Error Record

MAT Field	Note	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
14		Type Field Error	154	1	Alphanumeric	Values: N, X, D, H, P, I, C or F Space = not field error See Appendix C for associated message.
15		Type Mandatory Error	155	1	Alphanumeric	Values: S, T, Z, V, G, J, K, L, M, 5, 6, 8 or 9 Space = not mandatory error See Appendix C for associated message.
16		Transmission Record Count Error	156	1	Alpha	Values: E, O, Q, or 7 Space = not a count or sequence error See Appendix C for associated message.
17		Site Reported Count	157	6	Numeric	If field 14 contains “E” or “Q”, this will be the site reported value.
18		MAT Calculated Count	163	6	Numeric	If field 16 contains “E” or “Q”, this will be the MAT calculated value. (For example, field #12 in MATHR contains the number of certifications (MAT10s) in this transmission. If the site reports 20 MAT10s and the MAT counts only 19 MAT10s, then field #17 in this record (MATER) will contain 20 and field #18 will contain 19.)
19		Error Message Text	169	78	Alphanumeric	This field contains the error message text which is associated with an error code. The error codes and associated messages are defined in Appendix C.

M=Mandatory field; has a value not equal to spaces or zeros

MOC=Mandatory on condition(s)

F=Future field; if not valued, send appropriate fill characters

MATTR Error Trailer Record

MAT Field	Note	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
1		Literal	1	27	Alphanumeric	Value "Processing Mailbox ID: @*@".
2		Mailbox ID	28	20	Alphanumeric	The sender's telecommunications mailbox identifier.
3		Record Identifier	48	5	Alphanumeric	Value "MATTR".
4		Release/Version Number	53	7	Alphanumeric	Value must equal "2.0.1.A". TRACS Release = 2.0.1. TRACS Version = A Note: Special Edits are active for 2.0.1.A
5		Record Number	60	5	Numeric	A sequential number beginning at 00001 for the first record in this transmission and is incremented by 1 for each subsequent record in this transmission.
6		Original Date Stamp	65	8	Date	MMDDYYYY - The date stamp of the original transmission to which these error records apply.
7		Original Time Stamp	73	6	Time	HHMMSS - The time stamp of the original transmission to which these error records apply.
8		Error Date Stamp	79	8	Date	MMDDYYYY - The date stamp of this transmission.
9		Error Time Stamp	87	6	Time	HHMMSS - The time stamp of this transmission, not the actual time transmission occurred.
10		Sender-Defined Data	93	9	Alphanumeric	The same value as contained in the MATHR field #6.
11		Sender Name	102	15	Alphanumeric	Sender's name.
12		Sender Street Address	117	20	Alphanumeric	Sender's address.
13		Sender City	137	15	Alphanumeric	Sender's city.
14		Sender State	152	2	Alphanumeric	Sender's state.
15		Sender Zip Code	154	5	Numeric	Sender's zip code.

MATTR Error Trailer Record

MAT Field	Note	Field Name	Start Position	Field Length	Field Type	Definitions and Edits
16		Total Number Error Records	159	6	Numeric	The total number of type MATER records sent.
17		Total Number of Field Errors	165	6	Numeric	The total number of field edit errors.
18		Total Number of Mandatory Errors	171	6	Numeric	The total number of mandatory field errors.
19		Total Number of Record Count Errors	177	6	Numeric	The total number of record count errors.

M=Mandatory field; has a value not equal to spaces or zeros

MOC=Mandatory on condition(s)

F=Future field; if not valued, send appropriate fill characters